

Rule for Entry 2018



RULES FOR ENTRY

1. You are encouraged to enter the category that best reflects your core business. If you are entering more than one category, a separate and complete nomination and submission must be submitted electronically for each category.

Entrants may only enter **one** submission in any one of the following group of categories:

Attractions – either category 1 or 2;
Festivals & Events – either category 3 or 4;
Tour and/or Transport Operators – either category 11 or 12;
Accommodation – either category 17, 18, 19, 20, 21, 22, 23 or 24

2. Achievements or activities referred to within your entry must relate to the **qualifying period**
1 July 2017 – 30 June 2018

Entrants must have traded for the **entire** qualifying period.

Exceptions apply to seasonal facilities and the following categories:

3 - Major Festivals & Events
4 - Festivals & Events
14 - Destination Marketing
27 - New Tourism Business

where the activity being put forward for consideration must have occurred **within** the qualifying period.

3. Unanswered questions will attract zero points. If you feel that you cannot answer a question please discuss this with the Whitsunday Tourism Awards Coordinator. If you still feel the question is not relevant please explain your reasons within your submission.
4. Entrants must be based or operate in the Whitsundays.
5. An entrant, such as a chain or franchise that has multiple products, must enter each product individually if they want each business to be able to promote the achievement of winning a tourism award. Alternatively the business may enter but the logo may only be used by the corporate entity, not the individual products.
6. An entry cannot be moved into another category following the closing date for lodgement of submissions.
7. If at any time following submission of an entry the business being put forward goes into administration, voluntary receivership, liquidation or bankruptcy, the entrant is required to advise Tourism Whitsundays and accepts that the submission will no longer be eligible for an award.
8. There is no direct entry into the Queensland Tourism Awards.
9. Hall of Fame will remain part of this year's award.

The restriction to not be able to nominate in the following year has been removed.

10. Entrant must be a financial member of Tourism Whitsundays.

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Compliance with competition rules:

To ensure consistency and fairness in judging, the Rules for Entry must be strictly met.

Formatting rules have been updated in 2018.

Failure to adhere to the formatting rules below will incur a deduction of one point per rule.

*Note: In some categories the competition is very close and the deduction of **any points** could be the difference between winning and losing.*

1. **Cover Page** - The cover page **must be included and clearly marked with:**

- The name of the business being entered;
- The category entered;
- The tourism awards entered including the year; (e.g. 2018 Whitsunday Tourism Awards)

2. **Font** - All font within your submission must be 12 point (*including text size within a table*)

Times New Roman, Calibri, Tahoma or Arial with the **exception** of:

- Image captions
- Testimonial quotes

which must be a minimum of 8 points.

There is no margin requirement.

3. **Text** - All text must be 1½ line spacing (Microsoft Word) with the **exception** of:

- Text contained within a table (*text must be 12 point*)
- Question text
- Image captions
- Testimonials

which can be single lined spaced.

4. **Format** - Newspaper column format will not be accepted. Text must be presented in portrait with the **exception** of:

- Tables
- Graphs

which will be accepted in landscape.

5. **Word Count**

a. The submission will be 12,500 words in length

- i. Excellence in Food Tourism will be 8000 words in length
- ii. Individual categories (29-31) will have a 2500 word limit

b. Words within a table are included in the submission word count

6. **Images**

The submission can include up to 25 images with captions.

- i. Images include infographics, charts, graphs and pictures
- ii. Any image used must be for the sole purpose of supporting the submission by providing evidence. Images cannot be used to form part of the written response to a question.
- iii. Captions are to be a maximum of 6 words, not included in the overall word count. Any words within a caption above 6 words will be included in the overall word count.

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What do I need to submit:

- Nomination details
- Entry details
- A printed submission, including cover page. Refer to the rules for entry for specific formatting guidelines
- A description of no more than 100 words of your company/product, which will be used by media, for announcements at the presentation ceremony, in promotional material and on website listings. As this will be edited and compiled by people who have not viewed your submission, please remember to include your company/product name and where you are located geographically.
- Ten images on USB – jpeg format only, illustrating the entrant's operation should accompany each submission in each category entered. By supplying images you ensure maximum exposure at the presentation ceremony and in official advertising and publications. (Note: 500 dpi files in a JPEG format are required).
- Delivery to the Tourism Whitsundays office by COB Friday 24th August 2018. Address: 1/5 Carlo Drive, Cannonvale, QLD 4802.

Disclaimer

By entering the 2018 Whitsunday Tourism Awards you authorise the use and/or reproduction of images and the 100-word description provided in relation to any editorial/advertising purposes initiated in conjunction with the awards.

Your contact details may also be supplied to agencies engaged on behalf of award organisers/committees for promotional purposes.

Under no circumstances will judges be held responsible for any comment, viewpoint or expression, whether expressed or implied, concerning the standard or quality of an entrant's submission. By entering the awards, you agree not to bring a claim against any judge, or Tourism Whitsundays in relation to feedback on your submission.

Judges' Decision

All submissions are independently scored by three members of the judging panel. Results are correlated by an Independent Auditor and Chair of Judges and an agreement reached on the winner with the judging panel. A minimum percentage/score must be achieved for a winner to be announced in a category. A single entrant category does not guarantee the entrant as a winning entry.

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